xccelerate

easier • faster • more efficient

DAWES MOTOR INSURANCE | 2015

Click to Here to Register

User Guide

Start a New Quote

Referred Quote

Approved Quotes

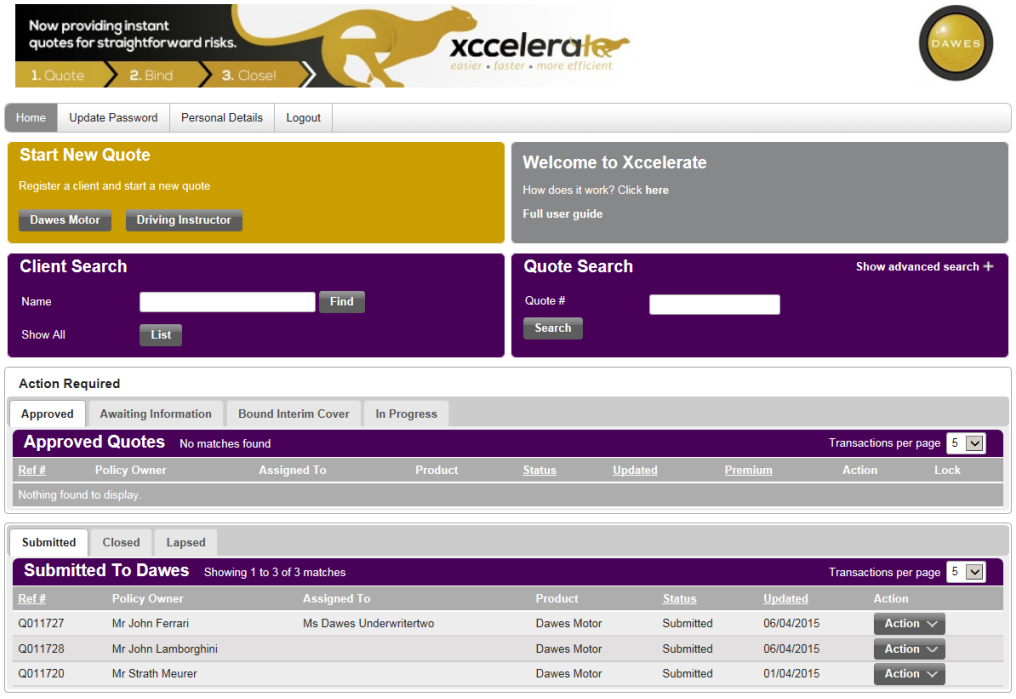
Modify Options

Bind Interim Cover

Close Policy

Extend Interim Cover

FAQs



Now providing instant quotes for straightforward risks.

The Xccelerate system provides an easier, faster and more efficient quoting service that gives you more control of the quoting process, allowing you to tailor and modify options, as well as bind and close the right level of insurance cover.

Get an instant quote for simple motor risks. And for more complex risks, the Dawes team will provide terms within a few short hours.

Binding and closing insurance cover is simple and easy with Dawes Xccelerate.

Start New Quote

Exotic, Prestige and Classic vehicles as well as Stretch Limousine Hire and Film Set cover.

Or get a quote for a Driving Instructor policy.

10 Easy Steps:

1. Register your client
2. Duty of Disclosure
3. Choose the policy type
4. Search for the vehicle
5. Enter vehicle details
6. Select the usage
7. Provide parking details
8. Enter driver details
9. Other Details
10. Finish & Submit

This section outlines the step by step quoting process.

1. Register your client

You only need to register your client once.
This way, you can do multiple quotes without having to re-enter details.

2. Duty of Disclosure

Tick the box to indicate that you have understood the contract requirements.

3. Choose the policy type

From the drop down menu choose the policy type:

- Comprehensive Motor;
- Stretch Limousine Hire
- Film Set Cover

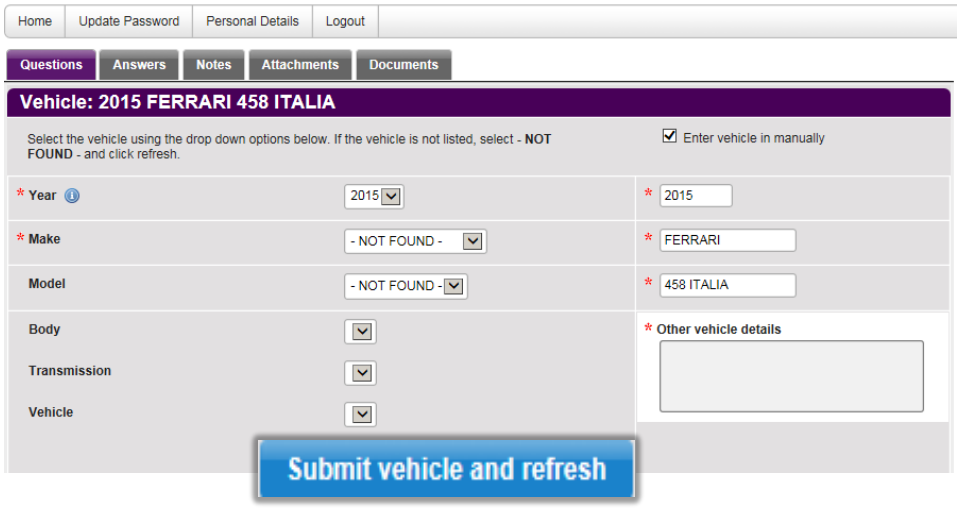
4. Search for the vehicle

You can search for the vehicle using the registration or VIN number.
Or you can manually enter the vehicle.

If the vehicle is not found:

Enter the year
Make: Select Not Found
Click: Submit Vehicle and Refresh

You can manually enter the make and model of the vehicle



Start New Quote

For straightforward risks, you will receive an immediate quote.

More complex risks may refer to an underwriter.

You can add up to 10 cars.

All drivers must be the same for all vehicles

Additional information can include:

- Provide current renewal terms
- Competitive quotes
- Previous experience driving exotic vehicles.

You can attach files, such as;

- Photos
- Purchase receipts
- Driving history.

5. Enter vehicle details

Enter the vehicle details including;

- When was the vehicle purchased?
- What was the total purchase price?
- Agreed value or market value?

6. Select the usage

What is the primary use of the vehicle?

What is the average frequency of use?

If the vehicle is used for daily commuting;

A daytime parking address is required.

7. Provide parking details

Enter the full overnight parking address

How is the vehicle parked overnight?

8. Enter driver details

You can enter up to 5 authorised drivers

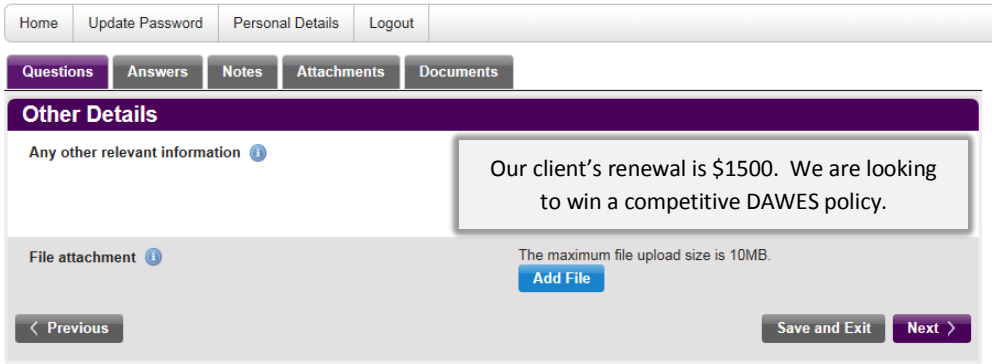
9. Other details

Provide details of any additional information that might support the application.

For example: Current renewal terms are $1100. We are looking to win a competitive DAWES policy.

10. Finish and Submit

Provide additional information or attach files to support the quote



Referred Quote

Some answers may need to be clarified, or corrected.

In this case you will need to resume the quote to make changes and resubmit.

5 Easy Steps

1. Action > Resume
2. Additional Questions
3. Progress Bar
4. Update risk details
5. Finish & Submit

Update and RESUBMIT your quote for approval

This section outlines the process of updating a referred quote and resubmitting for further assessment.

If your quote is referred, the underwriter may ask you to clarify some of the information provided.

Or you may need to correct some of the answers.

You will receive an email notifying you that more information is required.

In this case, you will need to unlock your quote to make changes and resubmit for further assessment.

An email notification will provide a quick link to access your quote.

1. **Action > Resume**
   - Click Action, then Resume to access your quote

2. **Additional questions**

   If the underwriter has provided additional questions, you will reply then update or change the answers.
   - Reply in the text field to answer questions to acknowledge.

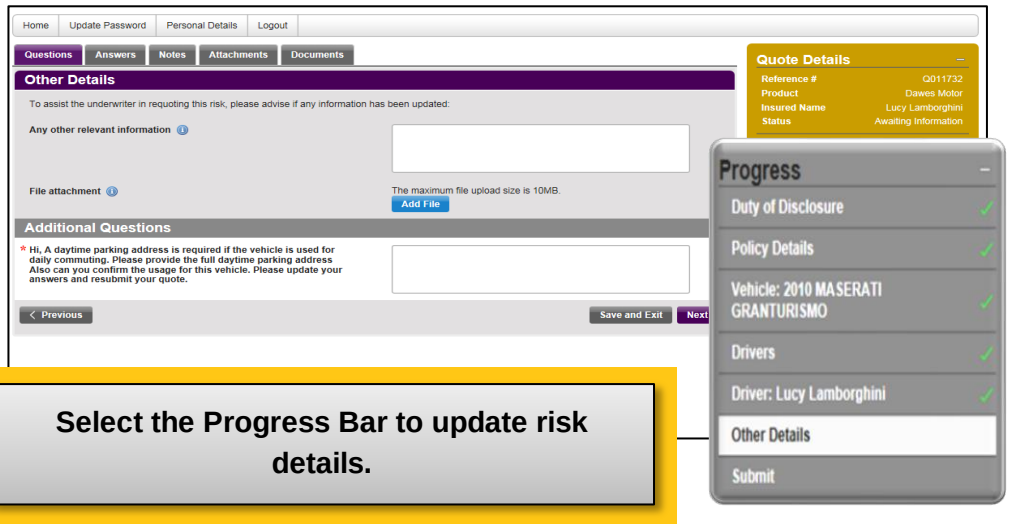
3. **Progress bar**
   - Click on the progress bar to update the risk details.

     For example: Click on Vehicle Details to update the daytime parking address or to update usage.

4. **Update risk details**

   Update the risk details as directed.
   - Click Next to save updated information.

5. **Finish and Submit**



Select the Progress Bar to update risk details.

Approved Quote

An email is sent advising you that your quote has been approved

Your Quote Has Been Approved

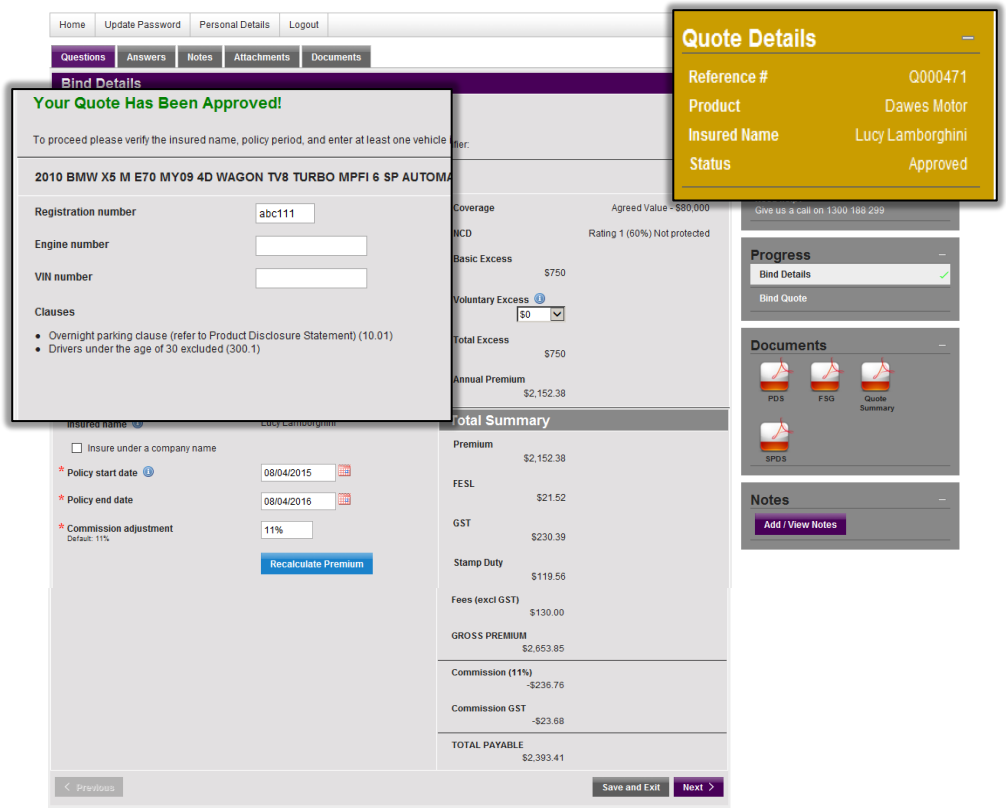
The Registration Number, VIN Number or Engine Number is required to bind cover.

Clauses and conditions are displayed.

Quote details, including the quote number are displayed

The quote is valid for 30 days

This section highlights the approved quote and summary of terms.



You will receive an email notifying you that your quote is approved.

Registration Number

- Before binding cover, enter the Registration Number.

Clauses

- The clauses will vary depending on the type of vehicle and risk.

Quote Details

- Take note of the Quote Number and Status.

Save and Exit

- Click Save and Exit to return to the quote at a later time.
- Click Next to Bind cover

Modify Options

Before binding cover, modify options to get the right level.

Recalculate Premium

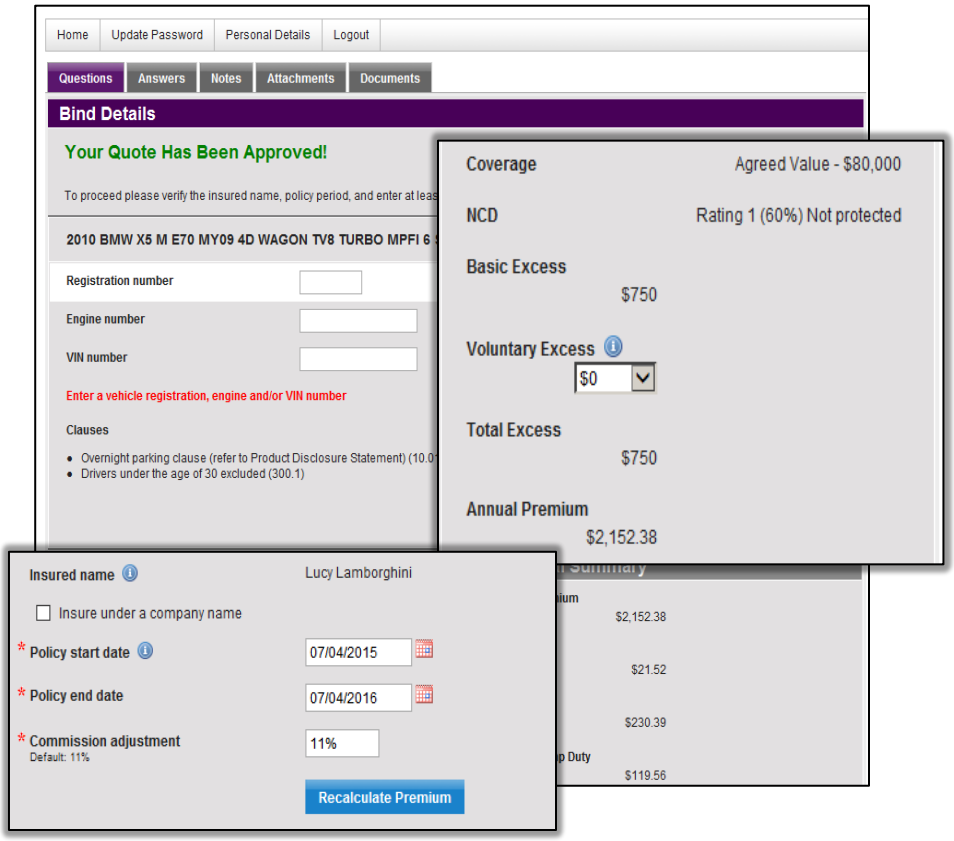
Increase the voluntary excess to reduce premiums

You can short term or extend terms easily.

You can calculate anywhere between Zero and default commission if required.

Click NEXT to bind with modified options.

This section highlights the options for modifying the approved quote



Voluntary Excess

Increasing the basic excess will reduce the premium.

- Select the amount then click Recalculate Premium

Short term or Extended terms

You can short term or extend terms if required.

- Choose the policy start date and policy end date.
- Click Recalculate Premium

Commission Adjustment

Available if Nett Commission is required.

- Modify the commission between zero and your broker default.

Bind Interim Cover

Once interim cover is bound, you have 14 days to close the policy

Options to Proceed

Bind Interim Cover: An interim cover reference number is given.

Submit Quote for Manual Review: Submit changes for approval.

Unlock Quote to Make Changes: Update or change the Interim cover.

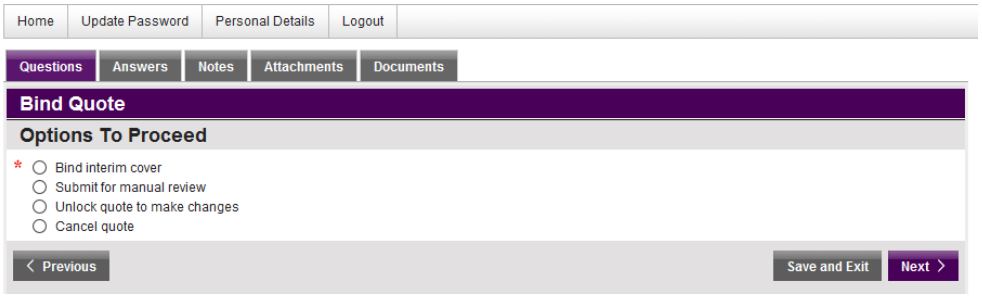
Cancel Quote: Terminates the quote.

This section outlines the process of binding interim cover

When you are happy with terms and any modified options, you can then bind cover.

The Interim cover period is 14 days.

You can still make changes and modify cover during the interim period.



OPTIONS TO PROCEED:

Bind interim cover

When you are happy with terms and all details are correct:

1. Click Bind Interim Cover to lock in terms.
2. Click Next.

Submit for manual review

Prior to binding Interim cover, if you'd like an underwriter to review terms, you can submit for manual review.

- This will resubmit the quote for review by the underwriter.

Unlock quote to make changes

Unlock the quote if you need to make changes to the risk information.

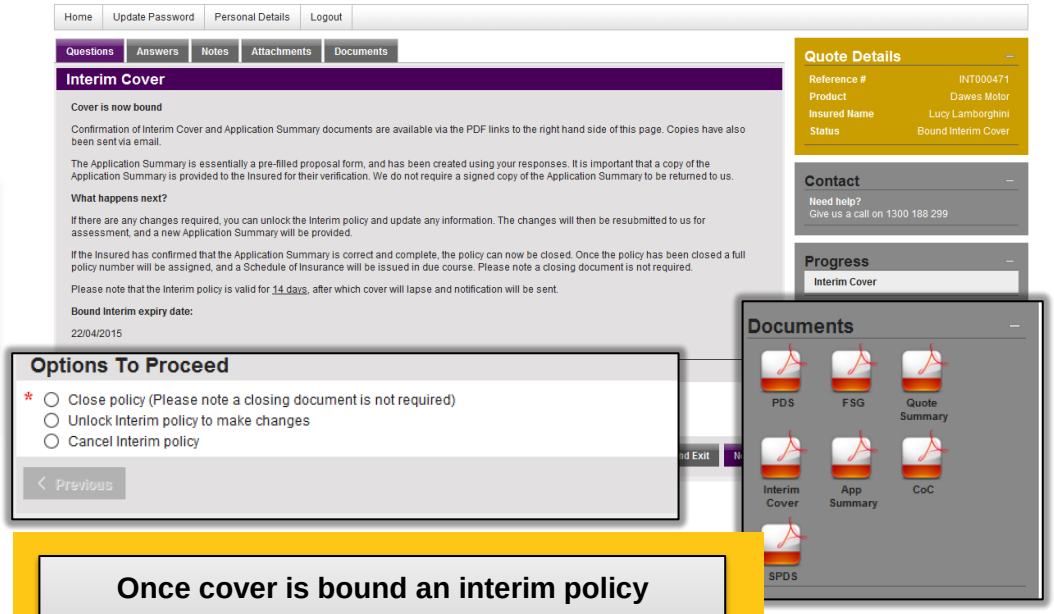
- For example: adding an additional driver or changing the garaging address.

Cancel quote

- This will terminate and cancel the quote. You cannot resume the quote once it has been cancelled.

Bind Interim Cover

You can make changes and update information within the 14 day Interim cover period.


Home
Update Password
Personal Details
Logout
Questions
Answers
Notes
Attachments
Documents
Interim Cover
Cover is now bound
Confirmation of Interim Cover and Application Summary documents are available via the PDF links to the right hand side of this page. Copies have also been sent via email.
The Application Summary is essentially a pre-filled proposal form, and has been created using your responses. It is important that a copy of the Application Summary is provided to the Insured for their verification. We do not require a signed copy of the Application Summary to be returned to us.
What happens next?
If there are any changes required, you can unlock the Interim policy and update any information. The changes will then be resubmitted to us for assessment, and a new Application Summary will be provided.
If the Insured has confirmed that the Application Summary is correct and complete, the policy can now be closed. Once the policy has been closed a full policy number will be assigned, and a Schedule of Insurance will be issued in due course. Please note a closing document is not required.
Please note that the Interim policy is valid for 14 days, after which cover will lapse and notification will be sent.
Bound Interim expiry date:
22/04/2015
Quote Details
Reference # INT000471
Product Dawes Motor
Insured Name Lucy Lamborghini
Status Bound Interim Cover
Contact
Need help?
Give us a call on 1300 188 299
Progress
Interim Cover
Documents
PDS
FSG
Quote Summary
Interim Cover
App Summary
CoC
SPDS
Options To Proceed
Close policy (Please note a closing document is not required)
Unlock Interim policy to make changes
Cancel Interim policy
Previous

Documents are now available online, including a Certificate of Currency and the Application Summary

Once cover is bound an interim policy number (*beginning 'INT'*) will be generated. Click Save and Exit to return to the home screen

Documents:

Quote Summary
Quote and Terms outlined

Interim Cover
Confirmation of Interim Cover

Application Summary
A manual proposal form is not required.

Certificate of Currency
Available immediately online

Cover is now bound.

The Application Summary is the equivalent of a pre-filled proposal form and has been created using your responses.

It is important that a copy of the Application Summary is provided to the insured for their verification.

We do not require a signed copy of the Application Summary

OPTIONS TO PROCEED:

Close policy

At this stage you can close the policy and generate a policy number. A closing document is not required.

Unlock interim policy to make changes

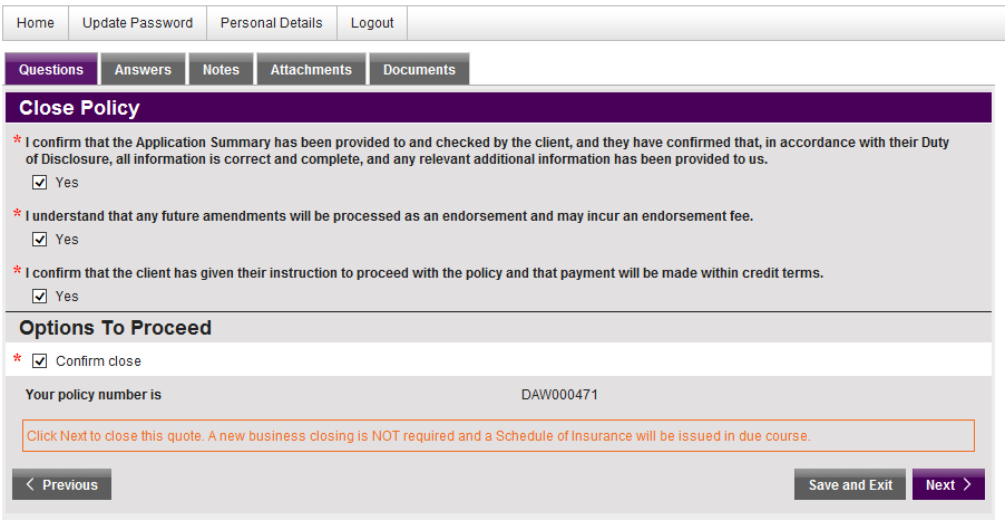
Some changes that may need to be made to the interim policy can include; adding additional drivers or updating disclosure details.

Cancel interim policy

This will cancel interim cover and terminate the quote.

Close Policy

This section outlines the process of closing the policy


Home
Update Password
Personal Details
Logout
Questions
Answers
Notes
Attachments
Documents
Close Policy
* I confirm that the Application Summary has been provided to and checked by the client, and they have confirmed that, in accordance with their Duty of Disclosure, all information is correct and complete, and any relevant additional information has been provided to us.
Yes
* I understand that any future amendments will be processed as an endorsement and may incur an endorsement fee.
Yes
* I confirm that the client has given their instruction to proceed with the policy and that payment will be made within credit terms.
Yes
Options To Proceed
* Confirm close
Your policy number is
DAW000471
Click Next to close this quote. A new business closing is NOT required and a Schedule of Insurance will be issued in due course.
Previous
Save and Exit
Next

Close the policy online.

A closing document is not required.

The Policy Number is displayed

New Business documents will be emailed to you within 24 hours

Any changes made after the policy is closed may incur a $20 endorsement fee

The brokers closing is not required

The broker disclosure is required before closing the policy.

Click each of the boxes to confirm:

- The Application Summary has been provided to and checked by the client, and they have confirmed all information is correct and complete, and any relevant additional information has been provided to us.
- Future amendments will be processed as an endorsement and may incur an endorsement fee.
- The client has given their instruction to proceed with the policy and that payment will be made within credit terms.

OPTIONS TO PROCEED:

1. Click Confirm Close
2. Click Next to close the policy

The policy is now in force.
New business documents will be emailed to you within 24 hours.

Extend Interim Cover

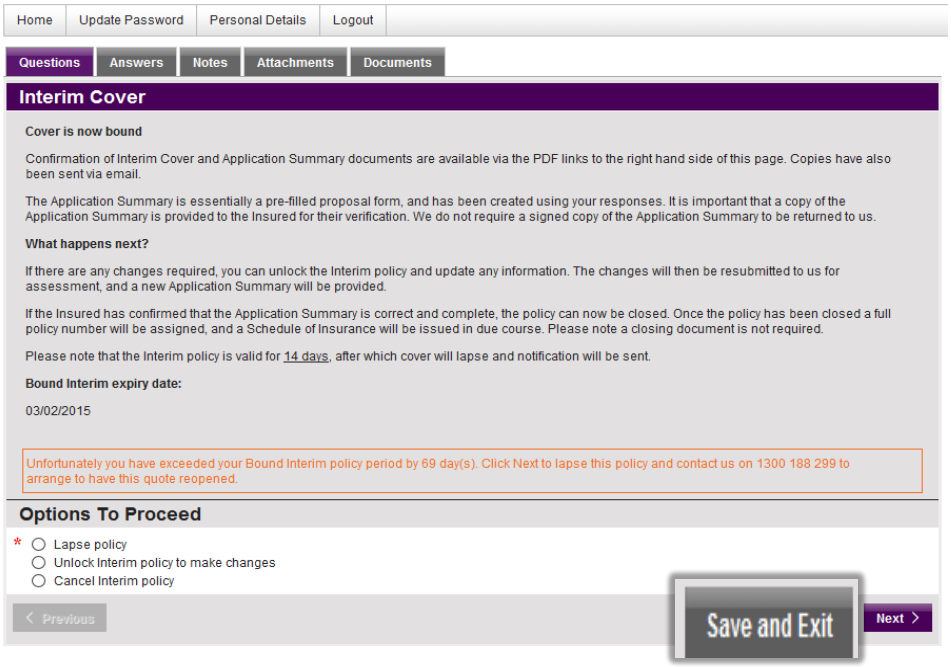
If the 14 day cover period has expired you can still bind cover.

Bound Interim Cover Tab:
Policies are highlighted to indicate that interim cover has expired.

Call the Dawes Team:
Ph: 1300 188 299

Once interim cover has been extended, you can close the policy.

This section outlines the process of extending the 14 day interim cover period.


Home
Update Password
Personal Details
Logout
Questions
Answers
Notes
Attachments
Documents
Interim Cover
Cover is now bound
Confirmation of Interim Cover and Application Summary documents are available via the PDF links to the right hand side of this page. Copies have also been sent via email.
The Application Summary is essentially a pre-filled proposal form, and has been created using your responses. It is important that a copy of the Application Summary is provided to the Insured for their verification. We do not require a signed copy of the Application Summary to be returned to us.
What happens next?
If there are any changes required, you can unlock the Interim policy and update any information. The changes will then be resubmitted to us for assessment, and a new Application Summary will be provided.
If the Insured has confirmed that the Application Summary is correct and complete, the policy can now be closed. Once the policy has been closed a full policy number will be assigned, and a Schedule of Insurance will be issued in due course. Please note a closing document is not required.
Please note that the Interim policy is valid for 14 days, after which cover will lapse and notification will be sent.
Bound Interim expiry date:
03/02/2015
Unfortunately you have exceeded your Bound Interim policy period by 69 day(s). Click Next to lapse this policy and contact us on 1300 188 299 to arrange to have this quote reopened.
Options To Proceed
Lapse policy
Unlock Interim policy to make changes
Cancel Interim policy
Previous
Save and Exit
Next

Xccelerate will highlight those policies that have exceeded the 14 day interim cover period.	You will need to follow these instructions to extend the Interim period before closing the policy.
Refer to the Bound Interim Cover tab.	Call the Dawes Motor team on 1300 188 299.

Follow these steps to close the policy when the 14 day interim period has expired.

1. **Action > Resume**

   Click Action then Resume

2. **Save and Exit**

   Click Save and Exit

3. **Call the Dawes Motor team**

   Call 1300 188 299

The Dawes team will extend the cover period allowing you to immediately close the policy.

FAQs

www.dawes.com.au

insure@dawes.com.au

Ph: 1300 188 299

This section outlines FAQs and common troubleshooting steps

How can I register a new broker?

Complete the registration form. Your username and password will be emailed to you.

- Click **here** to register.
- Our website address is: dawes.com.au

I was registered at a previous broker; can I still use the same login?

You need to re-register under your new broker.

- Send an email to **insure@dawes.com.au.**
- The Dawes team will reply with your new username.

What vehicles do you insure?

We insure exotic, prestige, classic, vintage/ veteran, high performance and other specialist vehicles such as kit cars and hot rods.

We also insure stretch limousine and limousine fleets and offer Driving Instructor policies.

- Click **here** for a list of vehicles we insure.
- Any questions, call the Dawes team on 1300 188 299

Why can't I find the vehicle?

The vehicle might be pre-1960's classic, prestige, specialist or exotic vehicle:

- Select the year.
- The select Not Found
- Click Submit Vehicle and Refresh
- Then manually enter the vehicle details

FAQs

www.dawes.com.au

insure@dawes.com.au

Ph: 1300 188 299

Can I get an endorsement quote to add a vehicle to an existing policy?

Please email the Dawes team at **insure@dawes.com.au**

We will provide endorsement terms within a few short hours.

Can I get a quote for a motorbike?

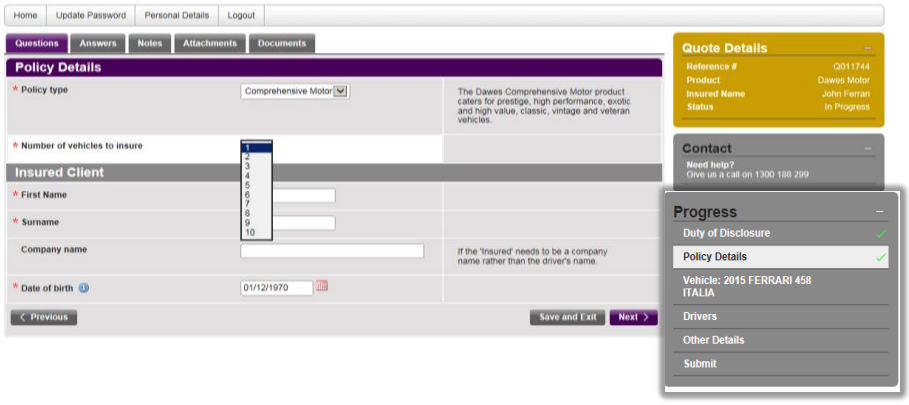
You will need to complete a manual quote sheet and email details to **insure@dawes.com.au**

- Click **here** for a manual quote sheet.

Can I remove a vehicle that has been quoted?

You can remove a vehicle from your quote.
Use the progress bar to navigate:

- Select Policy Details on the progress bar
- Select the number of vehicles to insure
- Click Next to update the required vehicles



What if different drivers will be driving different vehicles?

If different drivers will be driving different vehicles, please complete a manual quote sheet.

- Click **here** for a manual quote sheet.
- Send details to **insure@dawes.com.au** The Dawes team will reply within a few short hours.

FAQs

www.dawes.com.au

insure@dawes.com.au

Ph: 1300 188 299

Do I need to provide all details before I can get terms?

We require all of the vehicle and risk details before we can provide terms. Xccelerate allows you to automatically bind and close cover.

- Some details will need to be checked and verified depending on the risk.

Can I submit an expired quote?

Yes. If an approved quote is over 30 days, it will need the underwriter to reapprove. This is as simple as unlocking the quote, making changes to ensure the information previously supplied is up to date and correct.

- Submit the quote to Dawes via the normal quote process.

I can't bind interim cover when the policy is to begin in over 30 days time

The system will only allow you to bind an approved quote up to 30 days in advance.

- If the inception date is 30 days or less , you can proceed to bind.